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Barney S. Heath
Director

ZONING REVIEW MEMORANDUM

Date: February 4, 2020

To: John Lojek, Commissioner of Inspectional Services

From: Jane Santosuosso, Chief Zoning Code Official
Jennifer Caira, Chief Planner for Current Planning

Cc: Anders and Hilary Bialek, Applicants
David Whitney, Architect
Barney S. Heath, Director of Planning and Development
Jonah Temple, Assistant City Solicitor

RE: Request to extend a nonconforming rear setback

Applicant: Anders and Hilary Bialek	
Site: 16 Crehore Drive	SBL: 42020 0006
Zoning: SR3	Lot Area: 7,389 square feet
Current use: Single-family dwelling	Proposed use: No change

BACKGROUND:

The property at 16 Crehore Drive consists of a 7,389 square foot corner lot currently improved with a single-family dwelling and detached garage constructed in 1926. The detached two-car garage structure straddles the property line with the abutter at 10 Crehore, with one stall on each property. The petitioners intend to raze their portion of the existing detached garage and construct a new attached two-story two-car garage addition. The dwelling has an existing nonconforming rear setback. The proposed addition will further extend the nonconforming rear setback, requiring a special permit.

The following review is based on plans and materials submitted to date as noted below.

- Zoning Review Application, prepared David Whitney, architect, submitted 1/14/2020
- Existing Condition Plan of Land, signed and stamped by Peter J. Nolan, surveyor, dated 1/10/2020
- Proposed Condition Plan of Land, prepared by Peter J. Nolan, surveyor, dated 1/13/2020
- Architectural plans and elevations, prepared by David Whitney, architect, dated 8/20/2019

ADMINISTRATIVE DETERMINATIONS:

1. The existing dwelling is located 12 feet from the rear setback, where 15 feet is required setback per section 3.1.3. The petitioners intend to raze a portion of an existing detached garage structure at the front of the property on Crehore Drive and construct a two-story attached garage addition, further extending the nonconforming rear setback to 8.7 feet. To further extend the nonconforming rear setback requires a special permit per section 7.8.2.C.2.

SR3 Zone	Required	Existing	Proposed
Lot Size	7,000 square feet	7,389 square feet	No change
Frontage	70 feet	125 feet	No change
Setbacks - <ul style="list-style-type: none"> • Front – Crehore Dr • Front – Goff St • Side • Rear 	25 feet 25 feet 7.5 feet 15 feet	>25 feet 27.7 feet 9.2 feet 12 feet	26.3 feet No change No change 8.7 feet
Height	36 feet	24.72 feet	24.56 feet
Stories	2.5	2.5	No change
FAR	.47	.30	.41
Max Lot Coverage	30%	21.2%	22.6%
Min. Open Space	50%	76.7%	69.4%

1. See "Zoning Relief Summary" below:

Zoning Relief Required		
<i>Ordinance</i>		<i>Action Required</i>
§3.1.3 §7.8.2.C.2	Request to further extend a nonconforming rear setback	S.P. per §7.3.3

Next Steps

Please contact a Planner by calling 617.796.1120 to obtain a copy of the Special Permit Application. If there have been any changes made to the plans since receipt of your Zoning Review Memorandum you must inform the Zoning Code Official to ensure additional relief is not required. You will need an appointment with a Planner to file your Special Permit Application. **Incomplete applications will not be accepted.**

The following must be included when filing a Special Permit Application:

2. Two (2) copies of the completed Special Permit Application (signed by property owner)
3. Filing Fee (see Special Permit Application)
4. Two (2) copies of the Zoning Review Memorandum
5. Plans (Thirteen sets signed and stamped by a design professional). Each set shall contain:
 - Site Plans showing existing and proposed conditions (including topography as applicable)
 - Architectural plans showing existing and proposed conditions (including façade materials)
 - Landscape plan (as applicable)
6. One (1) Floor Area Ratio (FAR) Worksheet, (signed and stamped by a design professional)
7. One (1) copy of any previous special permits or variances on the property (as applicable)
8. One (1) copy of any other review/sign-off (Historic, Conservation, Tree Removal, etc. as applicable)
9. Two (2) electronic copies of the application with all above attachments (USB or CD)

Copies of all plans shall either be 8.5 x 11 or 11 x 17, except as requested by staff

Special Permit Sign (\$20 fee)

Incomplete applications will delay the intake and review of your project.

Depending on the complexity of the project additional information may be requested to facilitate a full review of the application.

Has the proposed project been presented to and discussed with abutting property owners?

(Y/N)